

Weather No. 2455  
31 August 1959

MEMORANDUM FOR: Chief, Finance Division

ATTENTION : Monetary Branch

SUBJECT : Disbursement by Treasury Check

1. It is kindly requested that a U. S. Treasury Check be drawn in favor of the company listed hereunder in the amount stated, which will be applicable to the contract or agreement shown. The contract number and invoice identification must appear on the check.

a. Check drawn in favor of: **ITEK Corporation**  
b. Amount: **\$3,865.46**  
c. Contract Number: **BB 300**  
d. Invoice Number: **8 and 11**  
e. Check to be dated: **3 September 1959**

2. Pertinent documentation in connection with this classified transaction which has not been included in Comptrollers Instruction No. 32 (Notice 20-96, after approval by the DCI 15 December 1956), is on file in the Office of the Comptroller, OFD-DD/P.

3. The payment requested is based on progress made by the Contractor to date and should be processed against General Ledger Account No. 138, titled "Disbursements of Appropriated Funds Chargeable to Confidential Funds Allotments Awaiting DCI Certification." The Allotment Symbol applicable to this request is 9-1007-50-001 (07.9), and the amount is chargeable to General Ledger Account No. 601.0.

4. The check should be dated as stated in paragraph 1 and mailed in the attached self-addressed envelope. If no envelope is attached, the undersigned should be contacted on extension 8737/8738 when payment is ready for disposition.

25X1A

Authorized Certifying Officer

31 August 1959

DOCUMENT NO. 24  
NO CHANGE IN CLASS. ☒  
☐ DECLASSIFIED  
CLASS. CHANGED TO: TS S C 2012  
NEXT REVIEW DATE: 10/2/82  
AUTH: HR 7-2  
DATE: 10/2/82 REVIEWER: 008632

PAID  
53,381.003  
SEP 2 1959

08574 SEP 259

Approved For Release 2001/04/10 : CIA-RDP81B00879R001100030029-0

Voucher No. **2455**  
**31 August 1959**

MEMORANDUM FOR: Chief, Finance Division

ATTENTION : Monetary Branch

SUBJECT : Disbursement by Treasury Check

1. It is kindly requested that a U. S. Treasury Check be drawn in favor of the company listed hereunder in the amount stated, which will be applicable to the contract or agreement shown. The contract number and invoice identification must appear on the check.

- a. Check drawn in favor of: **TEK Corporation**
- b. Amount: **\$3,865.46**
- c. Contract Number: **BB 300**
- d. Invoice Number: **8 and 11**
- e. Check to be dated: **3 September 1959**

2. Pertinent documentation in connection with this classified transaction which has not been included in Comptrollers Instruction No. 32 (Notice 20-56, after approval by the DCI 15 December 1956), is on file in the Office of the Comptroller, DFD-D2/P.

3. The payment requested is based on progress made by the Contractor to date and should be processed against General Ledger Account No. 136, titled "Disbursements of Appropriated Funds Chargeable to Confidential Funds Allotments Awaiting DCI Certification." The Allotment Number applicable to this request is **9-1007-50-001 (07.9)** and the amount is chargeable to General Ledger Account No. 601.0.

4. The check should be dated as stated in paragraph 1 and mailed in the attached self-addressed envelope. If no envelope is attached, the undersigned should be contacted on extension 8737/8738 when payment is ready for disposition.

25X1A

Authorized Certifying Officer

**31 August 1959**

Dist:

2 - Add

1 - Contract BB/300 (Post)

1 - Voucher

HEB:en/31 August 1959

DOCUMENT NO. 27

NO CHANGE IN CLASS. ☒

☐ DECLASSIFIED

CLASS. CHANGE TO: TS S 2012

NEXT REVIEW DATE:

AUTH: HR 7-2

DATE: 10/2/8

REVIEWER: 008632

PUBLIC VOUCHER FOR PURCHASES  
SERVICES OTHER THAN PERSONAL

D. O. Vou. No. \_\_\_\_\_

Bu. Vou. No. \_\_\_\_\_

U. S. \_\_\_\_\_  
(Department, bureau, or establishment)

Voucher prepared at \_\_\_\_\_  
(Give place and date)

THE UNITED STATES, Dr., Payee's Account No. \_\_\_\_\_

To \_\_\_\_\_  
(Payee)

\_\_\_\_\_ Boston, Massachusetts  
(Address) (City) (State)

Page 1 of 1

PAID BY

| No. and Date of Order | Date of Delivery or Service | ARTICLES OR SERVICES<br>(Enter description, item number of contract or Federal supply schedule, and other information deemed necessary) |             | QUANTITY | UNIT PRICE |     | AMOUNT         |          |
|-----------------------|-----------------------------|---|-------------|----------|------------|-----|----------------|----------|
|                       |                             | Discount Terms  | Invoice No. |          | Cost       | Per | Dollars        | Cts.     |
|                       |                             |   | 8<br>11     |          |            |     | 2,525<br>1,340 | 06<br>40 |

PAYMENT:

Complete ☐  
Partial ☐  
Final ☐

Use continuation sheet(s) if necessary

Shipped from \_\_\_\_\_ to \_\_\_\_\_ Weight \_\_\_\_\_ Government B/L No. \_\_\_\_\_ Total 3,865 46

I certify that the above bill is correct and just and that payment has not been received.

(Payee must NOT use this space)

(Sign original only)

Differences \_\_\_\_\_

Date \_\_\_\_\_ \*Payee \_\_\_\_\_  
(This certificate not required when a like certificate is made by payee on attached bill or bills)

Amount verified; correct for  
(Signature or initials) *ALB*

Per \_\_\_\_\_ Title \_\_\_\_\_

Contract No. BB 300 Date \_\_\_\_\_ Req. No. \_\_\_\_\_ Date \_\_\_\_\_ Invoice Rec'd.

Pursuant to authority vested in me, I certify that this account is correct and proper for

† Approved for \$ \_\_\_\_\_

By \_\_\_\_\_

SIGN  
ORIGINAL  
ONLY  
25X1A

Title \_\_\_\_\_

Date \_\_\_\_\_

THE REVERSE OF THIS FORM MUST BE EXECUTED WHEN PURCHASES ARE MADE OR SERVICES SECURED WITHOUT WRITTEN AGREEMENT IN ANY FORM

ACCOUNTING CLASSIFICATION (Appropriation Symbol must be shown; other classification optional)

DOCUMENT NO. 28

NO CHANGE IN CLASS. ☐

☐ RECLASSIFIED

CLASS. CHANGED TO: 15 (S) 2012

REVIEWED BY: \_\_\_\_\_

DATE: 10/2/82

REVIEWED: 000632

Paid by { Check No. \_\_\_\_\_ dated \_\_\_\_\_, 19\_\_\_\_, for \$ \_\_\_\_\_ } on Treasurer of the United States in  
{ Cash, \$ \_\_\_\_\_, on \_\_\_\_\_, 19\_\_\_\_. Payee \_\_\_\_\_ } favor of payee named above.  
(Sign original only)

\* When a voucher is signed or receipted in the name of a company or corporation, the name of the person writing the voucher must be written in the space provided for the signature of the approving officer. If the ability to certify and authority to approve are combined in one person, one signature only is necessary; otherwise the approving officer will sign on the line below "Approved for \$ \_\_\_\_\_", and over his official title.

Title \_\_\_\_\_

METHOD OF OR ABSENCE OF ADVERTISING

METHOD OF ADVERTISING

1. Advertising in newspapers    Yes ☐    No ☐.
2. (a) Advertising by circular letters sent to \_\_\_\_\_ dealers.  
    (b) And by notices posted in public places    Yes ☐    No ☐.

(If notices were not posted in addition to advertising by circular letters sent to dealers, explanation of such omission must be made below.)

ABSENCE OF ADVERTISING

3. Without advertising, under an exigency of the service which existed prior to the order and would not admit of the delay incident to advertising.
4. Without advertising in accordance with \_\_\_\_\_
5. Without advertising, it being impracticable to secure competition because of \_\_\_\_\_

(Here state in detail the nature of the exigency or circumstances under which the securing of competition was impracticable under 3 and 4)

NOTE.—The above form "Method of or Absence of Advertising" is to be used when purchases are made or services secured under proper authority without written agreement in any form. In case of a written agreement (formal contract, proposal, and acceptance, or less formal agreement) Standard Form No. 1036—Revised should be used for abstracting the method of or absence of advertising and award of contract. (See General Regulations No. 51, as amended.)

16-22800-2 U. S. GOVERNMENT PRINTING OFFICE